



APPLICATION

The deadline for submitting proposals is November 7, 2008.

Applicant's contact information:

Full name:	
Position:	
Place of work:	
Address:	Postal Index: _____
Telephone: 1. _____ 2. _____	Fax: _____
E-mail:	
Home address:	Postal Index: _____
Home telephone: _____	Mobile: _____

What & Where			
Project Title:			
Project Location:			
Cultural resource on which the project will focus: (check one)	<input type="checkbox"/> Archaeological Site <input type="checkbox"/> Archival Collection <input type="checkbox"/> Historic Building <input type="checkbox"/> Manuscripts <input type="checkbox"/> Objects/Museum Collection	Ethnography <input type="checkbox"/> Dance <input type="checkbox"/> Language <input type="checkbox"/> Music <input type="checkbox"/> Ritual	
Project activity being proposed: (check all that apply)	<input type="checkbox"/> Planning Study <input type="checkbox"/> Conservation Assessment <input type="checkbox"/> Inventory <input type="checkbox"/> Training <input type="checkbox"/> Documentation <input type="checkbox"/> Digitization and Preservation	<input type="checkbox"/> Preventive Conservation <input type="checkbox"/> Conservation Treatment <input type="checkbox"/> Restoration of Historic Building <input type="checkbox"/> Rescue Excavation <input type="checkbox"/> Acquisition of Equipment / Supplies for Preservation <input type="checkbox"/> _____	
Approximate Project Dates:			
Islamic Element?	<input type="checkbox"/> Yes <input type="checkbox"/> No	World Heritage Site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Principal Embassy Contact:		Backup Embassy Contact:	
Attach Photos	<i>If possible, please attach about 4 photographs that show the project site or resource.</i>		

Why	
Purpose of the Project:	<i>Briefly describe 1) the cultural resource, 2) the problem that the project is meant to address, and 3) the intended result.</i>
Significance of the cultural resource:	<i>Describe the cultural / artistic / historical significance of the resource on which the project will focus.</i>
Urgency of the Activity Proposed: (threat, opportunity, etc)	<i>Describe the specific threat (e.g., imminent physical collapse, damage from insect infestation, improper storage, loss of a cultural tradition, etc.), and why it is important to address it now.</i>

How & When	
Detailed Project Description: (objectives, tasks, methods, previous related actions, etc.)	<i>Detailed narrative explaining 1) objectives, 2) tasks, 3) methods, 4) previous related actions, 5) roles of personnel, etc.</i>
Time Line and Sequence of Activities:	<i>Detailed time line describing the stages of the proposed project from start to finish.</i>

Who	
Prospective Grantee Organization	<i>Name, legal status, background, and demonstration of its suitability for involvement in proposed activity. NB: As a general rule, AFCP does not support independent US projects abroad. Seek prior approval from the AFCP Coordinator before proceeding with such project proposals.</i>
Project Director Qualifications, institutional affiliation, résumé	<i>Name, qualifications, institutional affiliation, etc. This person should be the principal administrator and supervisor. Please attach résumé of project leader.</i>
Professional Staff of Project As above	<i>Names (or profile if not yet chosen) and qualifications of professional staff.</i>
Official permission to undertake the proposed work (from responsible agency)	<i>Attach a letter or other documentation that demonstrates that the project is sanctioned by the agency responsible for the cultural resource (e.g., ministry of culture, antiquities department, etc.). NB: The AFCP does not fund efforts to preserve private property.</i>

Budget	
(Please download the * Excel Worksheet provided in the on-line application, and attach it to your proposal. Directions for use are in the worksheet.)	
Consumeable Materials & Supplies	<i>Consumables: Storage boxes, acid-free paper, shelving, film, plaster, shingles, mortar, gold leaf, etc., to be used up in the process of completing the project.</i>
Equipment Costs rental or purchase of durable tools, electronics, etc	<i>Rental or purchase of durable tools, electronics, etc</i>
Fees, wages, etc for project staff	<i>Conservators, workmen, specialist photographers, etc.; architectural, technical, photo-duplication services, etc.</i>
Travel for key project personnel	<i>International travel costs are not allowed unless integral to the project. Decisions are made on a case-by-case basis.</i>
Total requested from AFCP	
Funds requested or in hand from other sources	<i>Note the sources and amounts of additional funding, and any conditions on which it might depend. Do not add this amount into the funding requested from the AFCP.</i>